

STATE BAR OF TEXAS



TEXAS LAWYERS CARE

MEMORANDUM

To: Pro Bono Coordinators, IOLTA Grantees, and LSC Branch Managers
From: Marcia C. Rachofsky *MR*
Date: June 8, 1999
Re: Pro Bono Court Reporting Services

The Texas Court Reporters Association Pro Bono Program exists to provide court reporting services to indigent citizens of Texas. All LSC funded and pro bono programs are eligible for these services, as well as those IOLTA grantees who represent only indigent clients.

The 1999-2000 Chair of the Pro Bono Committee of the Texas Court Reporters Association is Ann Curry. Her telephone number is **903-533-1172**. To request pro bono reporting services, the legal services staff or pro bono attorney must call Ms. Curry and make the request. TCRA maintains a data base of volunteer court reporters from around the state and will match your request with a local volunteer.

Attorneys are requested to be flexible in scheduling the time of the pro bono assignment, with a minimum of ten days notice. A change in the Guidelines limits the time for any proceeding to 3 ½ hours, however a volunteer court reporter may voluntarily agree to extend the time allotted for the proceeding. The pro bono services are provided only to the scheduling attorney, all other parties will be expected to pay full and normal transcript copy prices. All exhibit reproduction agreements will be made in advance between the volunteer reporter and the scheduling attorney. Ancillary services, ASCII disks, and mini transcripts are not provided on a pro bono basis. Delivery of the pro bono transcript will be provided in approximately two weeks from the date of the proceeding. Requests for expedited transcripts must be made in advance and agreed to by the volunteer reporter.

The scheduling attorneys are asked to notify the volunteer reporter immediately when an assignment is canceled or rescheduled. Any complaints or comments should be directed to the Chair, Ms. Curry at her address listed below.

Ms Ann Curry
PO Box 9306
Tyler TX 75711-9306
fax: 903-533-8101
phone: 903-533-1172

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